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PART-IIA

GOVERNMENT OF MEGHALAYA ORDERS BY THE GOVERNOR

NOTIFICATIONS

The 21st September, 2012.

No.FEG-53/89/135.—In pursuance of this Department's Notification No.FEG.53/89/117, dated 30th July, 2012, the Governor of Meghalaya is pleased to order the functioning of the office of the Assistant Examiner of Local Accounts, Garo Hills, Tura, with effect from 1st October, 2012.

B. K. DEV VERMA,
Addl. Chief Secretary to the Govt. of Meghalaya,
Finance Department.

The 25th September, 2012.

No.CTA-63/2011/1448.—In pursuance of the provision of Sub-Rule 9 of Rule 8 of the Central Sales Tax (Meghalaya) Rule 1957, it is hereby notified for general information that the blank Form 'C' bearing No.HH0037538 and HH0037539 issued by the Superintendent of Taxes, Ri-Bhoi District, Nongpoh were lost from the custody of M/S Shree Sai Prakash Alloys Pvt. Ltd., Byrnihat and are hereby declared invalid and obsolete for the purpose of Section 8(4) of the CST Act, 1956. Dealers are cautioned against accepting of the said forms for purpose of Trade and the finder of the lost 'C' forms should also please return the same to the undersigned. Anyone fraudulently found using the said forms will bind himself liable for action in accordance with the Provisions of the Central Sales Tax Act, 1956 and Rules framed thereunder.

L. KHARKONGOR,
Commissioner of Taxes, etc.,
Meghalaya, Shillong.

The 13th September, 2012.

No.F(PR)-80/2009/Pt.III/1.—In exercise of the power conferred by the proviso to Article 309 of the Constitution of India, the Governor of Meghalaya is pleased to order that the following amendment shall be made in the First Schedule appended to the M.S. (ROP) Rules, 2009, published with Finance Department's Notification No.F(PR)-69/2009/37, dated 3rd March, 2010, namely :-

In the said Schedule under the Head "**Education**", the following new entries shall be inserted under column 5 against the post appearing at -

(a) SI. No. "24.Head Teacher of Upper Primary Schools/Senior Basic Schools"

"1 (one) advance increment for Graduate with B.Ed., 2 (two) advance increments for Post-Graduate Degree Holders and 3(three) advance increments for Post-Graduate Degree Holders with B.Ed."

(b) SI. No. "25. Assistant Teacher of Upper Primary Schools"

"1 (one) advance increment for Graduate with B.Ed., 2 (two) advance increments for Post-Graduate Degree Holders and 3(three) advance increments for Post-Graduate Degree Holders with B.Ed."

(c) SI.No. "26. Assistant Teacher of Senior Basic Schools"

"1 (one) advance increment for Graduate with B.Ed., 2 (two) advance increments for Post-Graduate Degree Holders and 3(three) advance increments for Post-Graduate Degree Holders with B.Ed."

(d) SI. No. "29. Hindi Teacher in Upper Primary Schools/Senior Basic Schools"

"1 (one) advance increment for Graduate with B.Ed., 2 (two) advance increments for Post-Graduate Degree Holders and 3 (three) advance increments for Post-Graduate Degree Holders with B.Ed."

(e) SI. No. "33. Head Teacher in Lower Primary Schools/Junior Basic Schools"

"2 (two) advance increments for Graduates, 3 (three) advance increments for Graduates with B.Ed., 4 (four) advance increments for Post-Graduates and 5 (five) increments for Post-Graduates with B.Ed."

(f) SI. No. "34. Assistant Teacher in Lower Primary Schools/Junior Basic Schools"

"2 (two) advance increments for Graduates, 3 (three) advance increments for Graduates with B.Ed., 4 (four) advance increments for Post-Graduates and 5 (five) increments for Post-Graduates with B.Ed."

(g) SI. No. "60. Assistant Teacher of Secondary Schools"

"1 (one) advance increment for Graduate with B.Ed., 2 (two) advance increments for Post-Graduate Degree Holders and 3 (three) advance increments for Post-Graduate Degree Holders with B.Ed."

(h) SI. No. "130. Graduate Teacher, Normal Training School"

"1 (one) advance increment for Graduate with B.Ed., 2 (two) advance increments for Post Graduate Degree Holders and 3 (three) advance increments for Post-Graduate Degree Holders with B.Ed."

B. K. DEV VARMA,

Additional Chief Secretary to the Govt. of Meghalaya,
Finance Department.

**MEGHALAYA STATE ELECTRICITY REGULATORY COMMISSION
SHILLONG**

The 26th September, 2012.

NOTIFICATION

No.MSERC/MSERC-2012/77/ 01:- In exercise of powers conferred under sub section (2) of section 181 read with section 57 and 59 of the Electricity Act, 2003 and all powers enabling it in that behalf, the Meghalaya State Electricity Regulatory Commission hereby makes the following draft regulations for consultation and suggestions from all stakeholders including consumers, for the purpose of previous publication as required under sub section (3) of section 181 thereof and notice is hereby given that any person or persons who may be interested may send their objections/comments to the Secretary of the Commission within 30 (thirty) days of this notification in the Meghalaya Gazette for consideration of the Commission. The regulations shall be called, the Meghalaya State Electricity Regulatory Commission (Standard of Performance) Regulations, 2012.

J. B. POON,

Secretary

Meghalaya State Electricity Regulatory Commission

Shillong.

THE MEGHALAYA STATE ELECTRICITY REGULATORY COMMISSION**(Standard of Performance) Regulations 2012****CHAPTER 1 : GENERAL****A1: INTRODUCTION**

In exercise of powers conferred under sub section (2) of section 181 read with section 57 and 59 of the Electricity Act, 2003 and all powers enabling it in that behalf, the Meghalaya State Electricity Regulatory Commission hereby makes the draft regulations namely The Meghalaya State Electricity Regulatory Commission (Standard of Performance) Regulations 2012.

A2: SHORT TITLE AND EXTENT

- 2.1 These regulations shall be called 'The Meghalaya State Electricity Regulatory Commission (Standard of Performance) Regulations 2012.
- 2.2 These regulations shall be applicable in the State of MEGHALAYA and shall come into force from the date of publication in the official Gazette.
- 2.3 This regulation shall supersede the current regulations on standard of performance.

A3: SCOPE OF APPLICATION

- 3.1 These regulations shall be applicable to all the Distribution Licensees including Deemed Licensees under section 14 of the Act and all its consumers in the state of MEGHALAYA.

A4: DEFINITIONS AND INTERPRETATIONS**Definitions**

- 4.1 In these regulations, unless the context otherwise requires:
 - a) "Act" means the Electricity Act, 2003 and subsequent amendments thereof;
 - b) "Application" means the application complete in all respects in the appropriate form, as required by the licensee, along with documents showing payment of necessary charges and other compliances;
 - c) "Area of Supply" means the area within which a licensee is authorized by his License to supply electricity;
 - d) "Call centre" means the office set up with adequate technology and systems to register complaints round the clock;

- e) "Clearances" means the necessary approval from outside agencies such as municipal authorities which is required for completion of work by the licensee;
- f) "Commission" means the Meghalaya State Electricity Regulatory Commission;
- g) "Consumer indexing" shall mean identification and codification of each consumer in the electrical network with a unique code relating it to the network assets; so that with the help of that unique code it should be possible to identify the consumer, pole, distribution transformer, feeder and substation feeding the consumer;
- h) "Extra High Tension/Extra High Voltage" means the voltage exceeding 33kV under normal conditions;
- i) "Grievance Redressal Forum regulations" means the regulations issued under section 42 (5), (6), (7) by the Commission;
- j) "High Tension/High Voltage" means the voltage exceeding 440 volts but not exceeding 33kV under normal conditions;
- k) "Licensee" means any person licensed under Part IV of the Act to distribute electricity;
- l) "Low Tension/Low Voltage" means the voltage level that does not exceed 440 volts under normal conditions;
- m) "Normal Fuse Off" means fuse blown off because of overloading or ageing; Forum of regulators Model distribution standards of performance regulations November 2009.
- n) "Rural Areas" means the areas covered by Village heads/ Rangbahshnongs / nokmas;
- o) "SOP" means standard of performance;
- p) "Urban Areas" means the areas covered by all Municipal Corporations and other Municipalities including the areas falling under the various Urban Development Authorities, Cantonment Authorities and industrial estates or townships.

4.2 Words and expressions used and not defined in these regulations but defined in the Act shall have the meanings assigned to them in the Act. Expressions used herein but not specifically defined in these regulations or in the Acts but defined under any law passed by a competent legislature and applicable to the electricity industry in the state shall have the meaning assigned to them in such law.

Interpretation

- 4.3 In the interpretation of these regulations, unless the context otherwise requires:
- a) words in singular or plural term, as the case may be, shall also be deemed to include plural or singular term, respectively;
 - b) references herein to the “regulations” shall be considered as a reference to these regulations as amended or modified by the Commission from time to time as per applicable laws.

A5: OBJECTIVE

- 5.1 These standards lay down the guidelines to maintain distribution system parameters within the permissible limits. These standards shall serve as guidelines for licensees for providing an efficient, reliable, coordinated and economical system of electricity distribution.

- 5.2 The objectives of these performance standards are:-

- (a) to lay down standards of performance;
- (b) to measure performance against the standards for the licensee in providing service;
- (c) to ensure that the distribution network performance meets a minimum standard which is essential for the consumers’ installation to function properly;
- (d) to enable the consumers to design their systems and equipment to suit the electrical environment that they operate in; and
- (e) to enhance the quality of the services to meet acceptable customer service standards in the short term and gradually move towards improved customer service standards in the long term.

A6: LEGAL PROVISIONS

- 6.1 The Commission, in pursuance of section 57, read with clause (i) of sub-section (1) of section 86 of the Act, shall specify the standards of performance of the distribution licensees, intending to serve as guidelines for them to operate their distribution system for providing quality and reliability of resources;
- 6.2 If a licensee fails to meet the standards specified under sub-section (1) of section 57 of the Act, without prejudice to any penalty, which may be imposed, or prosecution be initiated, he shall be liable to pay to a person affected such compensation as may be determined under sub section (2) of section 57 by the Commission;

- 6.3 Provided that before determination of compensation, the concerned licensee shall be given reasonable opportunity of being heard.
- 6.4 The Commission may, in exercise of the powers vested in it under section 58 of the Act, specify different standards under sub-section (1) of section 57 of the Act for a class or classes of the licensees.
- 6.5 Every licensee shall, within the period specified, under sub-section 59 of the Act, by the Commission, furnish to the Commission the following information, namely :-
- (a) the level of performance achieved under sub-section (1) of section 57 of the Act;
 - (b) the number of cases in which compensation was made under sub-section (2) of section 57 of the Act and the aggregate amount of the compensation.
- 6.6 The Commission shall at least once in every year arrange for publication, in such form and manner, as it considers appropriate, of such of information furnished to it under section 6.5.
- 6.7 The Commission may, in exercise of the powers vested in it under section 142 of the Act, resort to penal action against the officials of the licensee's responsible for non compliance of the standards of performance, in cases where licensee is able to identify such officers.

A7: STANDARDS OF PERFORMANCE

- 7.1 The standards specified in Schedule-I shall be the guaranteed standards of performance, which are the minimum standards of service that a distribution licensee shall achieve. The guaranteed standards of performance shall be differentiated across the licensee area based on the concentration of population. The categorization shall be applicable for urban areas and rural areas.
- 7.2 The standards specified in Schedule-II shall be the overall standards of performance which licensee shall seek to achieve in the discharge of its obligations.
- 7.3 The failure of licensee to achieve the guaranteed standards of service shall entail payment of compensation to the consumer as per Schedule-III.

A8: COMPENSATION MECHANISM

- 8.1 If licensee fails to meet the guaranteed standards of performance as specified in Schedule-I, licensee shall pay compensation to the affected person on his complaint.
- 8.2 The minimum compensation to be paid by the licensee to the affected person is specified in Schedule-III of these regulations. However, the Commission may decide on

the application of the consumer the actual compensation considering the following factors:

- (a) hardship caused to the consumer; and
- (b) average monthly bill of the consumer.

- 8.3 In all cases of compensation, the payment of compensation shall be made by adjustment against current and/or future bills for supply of electricity in the next billing cycle. In case of provisions made under 8.2, within 90 days from the determination of claim of consumers by the Commission.
- 8.4 Consumer will be required to make such a claim within 30 days of violation of the guaranteed standards.
- 8.5 Licensee shall within the specified time limits as under, from the date of commencement of these regulations, complete consumer indexing:
- (a) for "Urban Areas": to be completed within 18 months; and
 - (b) for "Rural Areas": to be completed within the time frame as determined by the Commission.
- 8.6 Licensee shall maintain consumer-wise records regarding the guaranteed standards of performance in order to give a fair treatment to all consumers and avoid any dispute regarding violation of standards.

Auditing of Performance

- 8.8 The Commission may get audit of the performance of distribution licensees by independent party in accordance with terms and conditions as may be decided.

A9: COMPLAINT HANDLING MECHANISM

Manual of practice for handling consumer complaints

- 9.1 Every licensee shall publish a "Manual of practice for handling customer complaints" containing following information within six months from the date of commencement of these regulations:
- (a) channels of complaint registration – details of personnel, offices, Call centre(s);
 - (b) process of handling complaints;
 - (c) duties and obligations of licensee - guaranteed standards of performance and compensation details;
 - (d) Contact details of Redressal Forum and Ombudsman
and
 - (e) any other information which may be affecting the consumers.

- 9.2 The manual shall be prepared in English and other local languages so as to facilitate the consumers.
- 9.3 The manual shall be available for reference of consumers at every office of licensee and downloadable from its website. A consumer shall always be entitled to approach the Grievance Redressal Forum directly in accordance with the applicable regulations of the Commission.

Process of handling complaints

- 9.4 Licensee shall devise its own processes at complaint handling centres/ call centre(s)/customer care centre(s)/ service centre(s) or any other customer interface channels to handle consumer complaints. The licensee shall try to maintain the data base on the computer. The processes should include the following:
- (a) registration of complaints by allotting a unique identification number to be called the complaint number;
 - (b) communication to consumer of the complaint number, date/ time of registration of the complaint and expected complaint resolution time to the consumer;
 - (c) record details of each complaint (As per Annexure III);
 - (d) intimate contact details of the next higher authority (including his name, telephone number and address) to the consumer in case the consumer is not satisfied with the complaint handling or when requested by him; and
 - (e) update and record feedback of the consumer on the action taken along with the total time taken for resolution of the complaint.

Establishment of call centre(s)

- 9.5 Licensee shall within the following time limits, from the date of commencement of these regulations, establish call centre(s) for redressal of complaints of its consumers, and, such call centre(s) shall be accessible to its consumers round the clock during all days of the week:
- (a) for "Urban Areas" within 18 months; and
 - (b) for "Rural Areas" within appropriate time period to be specified by Commission on case to case basis
- 9.6 Licensee shall use the existing channels for recording the customer complaints as per the procedure defined in section 9.5 till the establishment of call centre(s).

- 9.7 Every licensee shall either employ, engage sufficient number of officers or employees or outsource such activity at its Call centre(s) and earmark or allot or establish a basic telephone or cellular mobile telephone number having sufficient lines or connections to be called as the “toll free number” or “consumer care number” or “help line number” as the case may be, at its call centre(s).
- 9.8 No call charges or short message service charges shall be levied upon, or payable by its consumers, for calls made, or, short message service sent, to the “toll free number” or “consumer care number” or “help line number”, as the case may be.
- 9.9 Every licensee shall, immediately upon establishment of its Call centre(s), inform through a public notice in newspapers in circulation in the Area of Supply and should also ensure proper circulation of information to the consumers in case of any changes in the contact numbers.
- 9.10 Licensee should ensure availability of electronic data base to record complaints as per the procedure defined in the section 9.5 for the call centre(s). This data bank should also be linked with the consumer billing data base.

Creating awareness

- 9.11 Licensee shall ensure that the following steps are undertaken for creating proper awareness among consumers and licensee staff:
- (a) “Manual of practice for handling customer complaints” shall be available for reference of consumers at every office of licensee and downloadable from its website; and
 - (b) Licensee should publish the guaranteed standards of performance along with compensation structure, information on procedure for filing of complaints, in the bills for month of January and July. If it is not possible to publish the same at the back of the bills, licensee shall publish it on a separate hand out and distribute it along with the bills. Forum of regulators

A10: SUBMISSION OF REPORTS

Guaranteed standards

- 10.1 Licensee shall furnish to the Commission, quarterly report providing the following information, within 15 days from the close of each quarter:
- a) performance levels achieved by licensee with reference to the guaranteed standards (specified in Schedule-I of these regulations) in the format as provided in Annexure – I of these regulations;

- b) measures taken to improve the performance; and
- c) details regarding the cases in which compensation was paid as per format provided in Annexure – I of these regulations.

Overall standards

10.2 Licensee shall furnish to the Commission, quarterly report providing the following information to be submitted within 15 days from the close of each quarter:

- a) level of performance achieved with reference to the overall standards (specified in Schedule-II of these regulations) in the format as provided in Annexure-II of these regulations;
- b) measures taken by licensee to improve performance in the areas covered by overall standards; and
- c) separate projection of the capital expenditure requirement for meeting requirements of these regulations along with the performance trajectory.

A11: INCLUSIONS AND EXCLUSIONS OF EVENTS

11.1 A power interruption shall include any outage in the distribution system, extending from the distribution substation to the consumer meter, which may be due to the tripping action of protective devices during faults or the failure of distribution lines and/or transformers, and which results in the loss of power supply to one or more consumers.

11.2 The application of the standard of performance specified in these regulations shall remain suspended in case of the following events:

- (a) force majeure events such as war, mutiny, civil commotion, riots, flood, cyclone, lightning, earthquake or other force and strike, lockout, fire affecting licensee's installations and activities;
- (b) outages due to generation failure or transmission network failure;
- (c) outages that are initiated by the National Load Despatch Centre/ Regional Load Despatch Centre/ State Load Despatch Centre during the occurrence of failure of their facilities; and
- (d) outrages due to other events that the Commission shall approve after due notice and hearing.

A12: POWER TO REMOVE DIFFICULTIES

12.1 If any difficulty arises in giving effect to any of the provisions of these regulations, the Commission may, by general or special order, do or undertake or direct the licensees to

do or undertake things, which in the opinion of the Commission are necessary or expedient for the purpose of removing the difficulties.

A13: POWER TO AMEND

- 13.1 The Commission may at any time, vary, alter, modify, or amend any provisions of these regulations.

A14: SCHEDULE-I: GUARANTEED STANDARDS OF PERFORMANCE

Operation of call centre(s)

- 14.1 **First response against a consumer call:** The response time for the consumer call shall be 5 minutes and any delay in the response time beyond standard time allowed shall be subject to compensation as per Schedule-III of these regulations.
- 14.2 **Registration of consumer call and issue of complaint number:** The registration of consumer call after the first response shall be completed in 10 minutes and any delay beyond standard time allowed shall be subject to compensation as per Schedule-III of these regulations.

Restoration of supply

- 14.3 **Normal fuse-off:** Licensee shall restore power supply in the case of normal fuse-off calls, fuses at the distribution transformer or at the consumer premises within 6 hours of receiving the complaint in Urban Areas and within 24 hours of receiving the complaint in Rural Areas.
- 14.4 **Overhead line/cable breakdowns:** In case of overhead line/cable breakdowns, licensee shall ensure restoration of power supply within 10 hours of occurrence of breakdown in Urban Areas and within 48 hours (Commission can specify on case to case basis) of occurrence of breakdown in Rural Areas.

Note: Depending upon the topography of the network, Commission may specify different timelines for rectification of breakdown in case of service line and distribution system

- 14.5 **Underground cable breakdowns:** In case of breakdown of underground cable, licensee shall ensure restoration of power supply within 12 hours of occurrence of breakdown in Urban Areas and within 48 hours of occurrence of breakdown in Rural Area, after obtaining clearances.

Note: Depending upon the topography of the network, Commission may specify different timelines for rectification of breakdown in case of service line and distribution system

- 14.6 **Distribution transformer failure:** Licensee shall restore supply in the case of distribution transformer failures by replacement of transformer within 24 hours of receiving the complaint in Urban Areas and within 72 hours of receiving the complaint in Rural Areas.

Note: The Commission may specify provisions for alternate supply to be ensured by the Licensee depending upon the capital expenditure allowed and transformer inventory of the Licensee.

- 14.7 **Period of scheduled outages:** Interruption in power supply due to scheduled outages, other than the load-shedding, shall be notified by licensee at least 24 hours in advance and shall not exceed 12 hours in a day.

Quality of supply

- 14.8 **Voltage fluctuations:** Licensee shall maintain voltages at the point of commencement of the supply to a consumer within the limits stipulated as under, with reference to the declared voltage:

- (a) In the case of Low Voltage, +6% and -6%;
- (b) In the case of High Voltage, +6% and -9%; and
- (c) In the case of Extra High Voltage, +10% and -12.5%.

- 14.9 The above standards shall be applicable subject to voltage availability at transmission distribution interfaces within the specified limits.

- 14.10 On receipt of a voltage fluctuation complaint, licensee shall verify if the voltage fluctuation is exceeding the limits specified and upon confirmation, licensee shall:

- (a) ensure that the voltages are brought within the specified limits, within 2 days of original complaint provided the fault is identified to a local problem on the transformer;
- (b) ensure that the voltages are brought within the specified limits, within 10 days of original complaint provided no expansion/enhancement of the network is involved; and
- (c) resolve the complaint within 120 days, if up-gradation of the distribution system is required.

- 14.12 The compensation for industrial and agricultural consumers, who are expected to install capacitors at their end, shall not be paid the compensation if capacitors of adequate capacity are not installed at their premises.

Meter complaints

- 14.13 The licensee shall perform the following meter related activities subject to the provisions provided in the Supply Code and other associated regulations and codes.

- 14.14 The licensee shall read consumer's meter at least once in every 2 months for consumers in Urban Areas.
- 14.15 Licensee shall inspect and check the correctness of the meter within 7 working days of receiving the complaint in Urban Areas and within 12 working days of receiving the complaint in Rural Areas.
- 14.16 Licensee shall replace the non working (stuck up, running slow, fast or creeping) meter at its own cost, within 7 working days in Urban Areas and within 21 working days in Rural Areas.
- 14.17 Licensee shall replace at its own cost the burnt out meters within 7 working days of receiving the complaint in Urban Areas and within 30 working days of receiving the complaint in Rural Areas, if the burning of meter is due to causes attributable to licensee.
- 14.18 If the meter is burnt due to causes attributable to the consumer such as tampering, defect in consumer's installation, meter getting wet, connecting unauthorized additional load etc., licensee shall serve a notice to the consumer for recovery of cost of the meter within 7 days of detection and shall replace the meter within 15 days of receiving the payment from the consumer and after necessary corrective action is taken to avoid future damage to the meter.

Shifting of meters/service lines

- 14.19 Wherever the consumer's requests for shifting the service connection in the existing premises or for deviation for the existing lines at their own cost, licensee shall inspect and inform the estimated cost to the consumer within 10 days of receipt of application in Urban Areas and 30 days of receipt of application in Rural Areas.
- 14.20 The following time schedule shall be observed for completing the works from date of payment of the charges and necessary clearances:
Shifting of meter/ service line: 30 days

New connections/additional load

- 14.21 In cases where power supply can be provided from existing network, licensee shall release supply to an applicant within 30 days of receipt of application.
- 14.22 In cases where power supply requires extension of distribution mains, licensee shall acknowledge the receipt of the application within 5 days and shall intimate to the applicant in writing, the amount of security and other charges payable within 10 days of receipt of application for Low Tension, within 21 days of receipt of application for High

Tension and within 30 days of receipt of application for Extra High Tension. The supply of electricity in such cases shall be effected by licensee within the time limits specified as under:

Low Tension 30 days

High Tension 90 days

Extra High Tension 180 days

- * To be applicable from the date of payment of required security and other charges by the consumer seeking extension of supply

14.23 Licensee may approach the Commission for extension of time specified above, in specific cases where the extension of distribution mains requires more time, along with the details. In such cases, licensee shall inform the consumer about the likely time of resolution of the complaint.

14.24 In case of application for new connection, where extension of supply requires erection and commissioning of new substation, the licensee shall submit to the Commission within 15 days of receipt of such application, a proposal for erection of such substation together with the time required for erection and commissioning, and get approval of the Commission. Licensee shall commence power supply to the applicant within the time period so approved by the Commission. Provided that where such substation is covered in the investment plan approved by the Commission, the licensee shall not be required to take any further approval from the Commission and shall complete erection of such substation within the time period specified in such investment plan.

14.25 In cases where the substation is meant to extend supply to an individual consumer, licensee shall commence erection of the substation only after the receipt of necessary security from the applicant.

14.26 Licensee shall not, be held responsible for the delay, if any, in extending supply, if the same is on account of problems relating to right of way, acquisition of land, or the delay in consumer's obligation over which licensee has no reasonable control.

Transfer of ownership and change of category

14.27 Licensee shall give effect to transfer of ownership, change of category and conversion of the existing services from Low Tension to High Tension and vice-versa within the following time limits:

(a) title transfer of ownership-within second billing cycle from the date of receipt of application, and

(b) change of category, as shown below

Conversion from single phase to Low Tension 3-phase and vice-versa Within second billing cycle from the payment of necessary charges
Conversion from Low Tension 3-phase to High Tension 3- phase and vice-versa Within second billing cycle from the payment of necessary charges

- 14.28 In case of change of category licensee shall examine the technical feasibility upon receipt of such application and inform the consumer within 7 days of receipt of application about the feasibility.

Temporary supply of power

- 14.29 Licensee shall examine the technical feasibility of the connection requested for and if found feasible shall sanction the load and raise a demand note in accordance within 3 days of acceptance of application in Urban Areas and within 7 days of acceptance of application in Rural Areas. If the connection is not found technically feasible, licensee shall intimate to the applicant in writing within 3 days of completion of technical feasibility study. No connection up to 10 kW shall be rejected on technical grounds.
- 14.30 The applicant shall make the payment in accordance with the demand note within 2 days of receipt of demand note failing which the sanction shall stand lapsed. Also licensee may, at the request of applicant, accept payment at the time of making application which shall be received on account and subject to completion of all commercial formalities.
- 14.31 After payment of applicable charges, licensee shall energize the connection with electronic meters in accordance with the date indicated in the application.
- 14.32 If there are dues on the premises, temporary connection can be refused till the dues
- 14.33 Temporary connection shall be granted for a period of up to 3 months at a time, which can be further extended depending upon the requirement.
- 14.34 The grant of temporary connection does not in any way create a right in favor of the applicant for claiming a permanent connection.

Consumer bills complaint

- 14.35 Licensee shall acknowledge the consumer's complaint immediately, if received in person and within 7 working days, if received by post. Licensee shall resolve the complaint regarding electricity bills within 24 working hours of its receipt, if no additional information is required to be collected and within 7 working days of receipt of complaint in case any additional information is required.

- 14.36 In case the complaint is genuine and revision of bill already issued becomes necessary, the due date for payment of bill shall be reckoned from the date of revised bill for the purpose of disconnection of supply or for levy of additional charges for belated payment.

Disconnection of supply

- 14.37 Licensee shall disconnect the supply on receipt of request for disconnection within 7 days from the receipt of application in Urban Areas and within 15 days from the receipt of application in Rural Areas.
- 14.38 Licensee should intimate the consumer any amount outstanding against the disconnected connection within 7 days from the date of disconnection in Urban Areas, and within 15 days from the date of disconnection in Rural Areas.
- 14.39 Refund of advance consumption deposits/ consumption security and meter security along with "No- Dues certificate" should be made by licensee within 30 days from the date of clearance of all dues outstanding by the consumer in Urban Areas, and within 45 days from the date of clearance of all dues outstanding by the consumer in Rural Areas.

Reconnection of supply following disconnection due to non-payment of bills

- 14.40 Licensee shall restore power supply to a consumer, whose supply has been disconnected due to non-payment of electricity bills, within 4 working hours of receipt of production of proof of payment by the consumer in Urban Areas, and within 12 working hours of production of proof of payment by the consumer in Rural Areas.

A15: SCHEDULE-II: OVERALL STANDARDS OF PERFORMANCE

Overall standard Code	Guaranteed standard reference	Parameter		Time limit
15.1	14.3	Normal fuse off : Licensee shall maintain the percentage of fuse-off calls rectified within the time limits specified* to a value not less than 98% of the total calls.	Urban Areas	6 hrs
			Rural Areas	24 hrs
15.2	14.4	Overhead Line/Cable Breakdowns: Licensee shall ensure restoration of power supply within the time limits specified* in at least 95% of overall cases of line breakdowns	Urban Areas	10 hrs
			Rural Areas	48 hrs
15.3	14.5	Underground Cable Breakdown : Licensee shall ensure restoration of power supply within the time limits specified* in at least 95% of overall cases of line breakdowns	Urban Areas	24 hrs
			Rural Areas	#
15.4	14.6	Distribution Transformer Failures: Licensee shall maintain the percentage of distribution transformers replaced within the time limits specified* to a value not less than 95% of the total distribution transformers failures.	Urban Areas	24 hrs
			Rural Areas	72 hrs
15.5	14.40	Reconnection of supply following disconnection due to non-payment of bills: Licensee shall achieve the standards of performance as specified* in at least 95% of the cases.	Urban Areas	6 hrs
			Rural Areas	24 hrs

Commission to specify the standard on case to case basis

- 15.6 **Period of scheduled outages:** Licensee shall achieve the standards of performance as specified in Schedule-I in at least 95% of the cases.
- 15.7 **Shifting of meters/service lines:** Licensee shall achieve the standards of performance as specified in Schedule-I in at least 95% of the cases.
- 15.8 **New connection/additional load:** Licensee shall achieve the standards of performance as specified in Schedule-I in at least 95% of the cases.
- 15.9 **Transfer of ownership and change of category:** Licensee shall achieve the standards of performance as specified in Schedule-I in at least 95% of the cases.
- 15.10 **Temporary supply of power:** Licensee shall achieve the standards of performance as specified in Schedule-I in at least 95% of the cases.
- 15.11 **Disconnection of supply:** Licensee shall achieve the standards of performance as specified in Schedule-I in at least 95% of the cases.
- 15.12 **Faulty meters:** Licensee shall maintain the percentage of defective meters to the total number of meters in service, at a value not greater than 3%.

- 15.13 **Billing mistakes:** Licensee shall maintain the percentage of bills requiring modifications following complaints to the total number of bills issued, at a value not greater than 0.1%.
- 15.14 **Street Light faults:** Licensee shall rectify faults on streetlights within 24 working hours of detection or receipt of complaint, whichever is earlier, and shall achieve this standard of performance in at least 95% of the cases.
- 15.15 **Load shedding:** In case of shortage of power, licensee shall submit the load shedding plan to the Commission and get it approved. Licensee shall publish the same in the newspaper at least 48hrs in advance.

Reliability Indices

- 15.16 The Commission shall impose a uniform system of recording and reporting of distribution system reliability performance. The same reliability indices shall be imposed on all licensees. The performance target levels set by the Commission shall be unique to each licensee to be based initially on the historical performance of licensee.
- 15.17 Based on the information submitted by licensees, the Commission would notify the target levels for the reliability indices annually. Licensee shall be evaluated annually to compare licensees actual performance with the targets.
- 15.18 The licensee shall compute the following distribution reliability indices separately for the Urban Area including rural and agricultural feeders :
- (a) System Average Interruption Frequency Index (SAIFI): The licensee shall calculate the value as per the formula and methodology specified in section 15.19.
 - (b) System Average Interruption Duration Index (SAIDI): The licensee shall calculate the value as per the formula and methodology specified in section 15.19.
 - (c) Momentary Average Interruption Frequency Index (MAIFI): The licensee shall calculate the value as per the formula and methodology specified in section 15.19.

Method of computing reliability indices

- 15.19 The Indices shall be computed for licensee as a whole by stacking, for each month all the 11kV feeders in the supply area, excluding the agricultural feeders, and then aggregating the number and duration of all interruptions in that month for each feeder.

The Indices would then be computed using the following formulae:

n

$$(a) SAIFI = \sum_{i=1}^n (A_i \times N_i) / N_t$$

$i=1$

n

$$(b) SAIDI = \sum_{i=1}^n (B_i \times N_i) / N_t$$

$i=1$

n

$$(c) MAIFI = \sum_{i=1}^n (C_i \times N_i) / N_t$$

$i=1$

Where,

A_i = Total number of sustained interruptions (each longer than 5 minutes) on i^{th} feeder for the month

B_i = Total duration of all sustained interruptions (each longer than 5 minutes) on i^{th} feeder for the month

C_i = Total number of momentary interruptions (each less than or equal to 5 minutes) on i^{th} feeder for the month

N_i = Connected load of i^{th} feeder affected due to each interruption

N_t = Total connected load at 11kV in licensee's supply area

n = Number of 11kV feeders in licensee's supply area (excluding agricultural feeders)

Note:

(a) The feeders must be segregated into Urban Area including Class-I cities and rural and the value of the indices must be reported separately for each month.

(b) Licensee shall compute the value of these indices separately for agriculture feeders.

The methodology for computation of indices shall remain the same as in the case of other feeders.

A16: SCHEDULE-III: COMPENSATION

16.1 In case of failure of licensee to meet the guaranteed standards of performance as specified in section A14: of these regulations, compensation shall be payable to the consumer, as shown in the table below:

Sl.No	SOP Parameters	Compensation payable to individual in case event affects single consumer*
Operation of Call centre		
1	First response against a Consumer Call	Rs 10/- in each case of default.
2	Registration of Consumer Call and issue of docket number	Rs 20/- in each case of default.
Restoration of supply		
3	Normal fuse off	Rs 50/- in each case of default
4	Overhead Line / Cable breakdowns	Rs 50/- in each case of default
5	Under ground cable break down	Rs 50/- in each case of default
6	Distribution Transformer Failure	Rs 50/- in each case of default
7 (a)	Maximum duration of scheduled outage	Rs 50/- in each case of default
7 (b)	Number of scheduled outages in a year	Rs 50/- in each case of default
Quality of Supply		
8	Voltage fluctuations in case no expansion/augmentation of network required and includes fault identified to a local problem on the transformer	Rs 50 for each day of default
9	Voltage fluctuations in case expansion/augmentation of network required	Rs 50 for each day of default
10	Voltage fluctuations in case erection of substation required	Rs 50 for each day of default
Meter complaints		
11	Meter reading	Rs 50 in each case of default
12	Meter inspection and replacement	Rs 50 for each day of default
13	Replacement of burnt meter	Rs 50 for each day of default
Shifting of meters/ service lines		
14	Shifting of meter/ service lines	Rs 50 for each day of default
New connection/ additional load/ temporary connection for consumers		
15	New connection/ additional load where supply can be provided from existing network	Rs 50 for each day of default.
16	New connection/ additional load where supply can be provided after extension/augmentation of network	Rs 50 for each day of default
17	Erection of substation to extend supply	Rs 100 for each day of default
18	Issue of temporary connection	Rs 20 for each day of default
Transfer of ownership, change of category		

19	Title, transfer of ownership	Rs 20 for each day of default
20	Change of category	Rs 20 for each day of default
Consumer bill complaint		
21	Billing complaint resolution	Rs 20 for each day of default
Disconnection of supply		
22	Disconnection of supply	Rs 50 for each day of default
23	Refund of security deposit etc.	Rs 50 for each day of default
24	Issue of no dues certificate	Rs 50 for each day of default
Reconnection of supply following disconnection due to non-payment of bills		
25	Reconnection of supply after disconnection	Rs 50 for each day of default

* Minimum compensation payable to the consumer can be fixed by the Commission can award higher compensation to consumers as per these regulations.

A17: ANNEXURE-I (REPORTING FORMATS- GUARANTEED STANDARDS)

17.1 The following format shall be used by licensee for reporting the performance levels for guaranteed standards on a **quarterly** basis to the Commission:

Guaranteed standard Reference No.	Guaranteed standard parameter	Previous quarter pending complaints (No.)	Total complaints (No.)	No. of complaints redressed in the quarter (No.)					Pending complaints
				Within OS standards	Within OS standards	Within GS stipulated time	More than the stipulated time	Total complaints redressed	
14.3	Normal fuse off	Urban							
		Rural							
14.4	Overhead Line/Cable breakdowns	Urban							
		Rural							
14.5	Under ground cable break down	Urban							
		Rural							
14.6	Distribution Transformer Failure	Urban							
		Rural							
14.7	Period of scheduled outages								

14.10 (a)	Voltage fluctuations in case fault is identified to a local problem on the transformer								
14.10 (b)	Voltage fluctuations in case no expansion / augmentation of network required								
14.10(c)	Voltage fluctuations in case expansion / augmentation of network required								
14.11	Voltage fluctuations in case erection of substation required								
14.14	Meter Reading	Urban							
		Rural							
14.15	Meter inspection	Urban							
		Rural							
14.16	Meter replacement	Urban							
		Rural							
14.17,	Replacement of	Urban							
14.18	burnt meter	Rural							
14.19,	Shifting of								
14.20	meter/service line								
14.21	New connection/ additional load where supply can be provided from existing network								
14.22	New connection/ additional load where supply can be provided after extension/augmentation of network								
14.24,	Erection of								
14.28	substation to extend supply								
14.27,	Title, transfer of								
14.28	ownership Change of category								
14.29	Issue of temporary connection	Urban							
		Rural							

14.35, 14.36	Billing complaint								
14.37, 14.38	Disconnection of supply	Urban							
		Rural							
14.39	Refund of security deposit , issue of no dues certificate	Urban							
		Rural							
14.40	Reconnection of supply disconnection due to nonpayment of bills	Urban							
		Rural							

17.2 With respect to the call centres following format shall be used by licensee for reporting the quarterly performance:

Guaranteed standard Reference No.	Guaranteed standard parameter	Response to the calls (No)	
		Within stipulated time	More than stipulated time
14.1	First response against consumer call		
14.2	Registration of Consumer Call and issue of docket number		

17.3 The **quarterly** information regarding the compensation shall be submitted by licensee to the Commission in the following format for individual complaints where compensation has been paid:

Sl.No	Complaint No.	Date of filing of complaint	Consumer number	Name and Address of consumer	Nature of complaint	Referent Guaranteed standard	Amount of compensation paid (Rs.)	Date of Payment of compensation
1								
2								
3								

A18: ANNEXURE-II (REPORTING FORMATS- OVERALL STANDARDS)

18.1 Licensee shall furnish the information with respect to the overall standards **every quarter** to the Commission in the following format:

Overall standards reference no.	Overall standard parameter		Number of complaints pending at the start of the quarter (A)	Total No. of complaints filed by the consumers in this quarter (B)	Total No. of complaints C=(A+B)	Total No. of complaints redressed within the stipulated time for overall standards	Number of complaints pending at the end of the quarter
15.1	Normal fuse off	Urban					
		Rural					
15.2	Overhead Line/Cable Breakdowns	Urban					
		Rural					
15.3	Underground Cable Breakdowns	Urban					
		Rural					
15.4	Distribution Transformer Failures	Urban					
		Rural					
15.5	Reconnection of supply following disconnection due to nonpayment of bills	Urban					
		Rural					
15.6	Period of scheduled outages						
15.7	Shifting of meters/ service lines						
15.8	New connection/						

	additional load						
15.9	Transfer of ownership and change of category						
15.10	Temporary supply of power						
15.11	Disconnection of supply						
15.13	Billing mistakes						
15.14	Street light faults						

18.2 The **quarterly** information regarding faulty meters shall be submitted by licensee in the following format:

Reference overall standards	No. of faulty meters at the start of the quarter	No. of faulty meters added during the quarter	Total no. of faulty meters	No. of meters rectified/ replaced	No. of faulty meters pending at the end of the quarter.

18.3 The performa for submission of **quarterly** report on reliability indices shall be as follows:

Sl. No.	Month	N_i =Connected load of i^{th} feeder affected for each interruption	A_i =Total number of sustained interruptions (each longer than 5 minutes) on i^{th} feeder for the month.	N_i =Total connected load at 11kV in licensee's area of supply (l)	$=\sum(A_i \cdot N_i)$ for all 11kV feeders excluding agriculture feeders (2)	SAIFI=(2)/ (1)
	1					
	N					
	Total					

Sl. No.	Month	N_i =Connected load of i^{th} feeder affected for each interruption	B_i =Total duration number of sustained interruptions (each	N_i =Total connected load at 11kV in	$=\sum(B_i \cdot N_i)$ for all 11kV feeders excluding	SAIDI=(2)/ (1)
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			longer than 5 minutes) on i^{th} feeder for the month.	licensees area of supply (1)	agriculture feeders (2)	
	1					
	N					
	Total					

Sl. No.	Month	N_i =Connected load of i^{th} feeder affected for each interruption	C_i =Total number of momentary interruptions (each less than or equal to 5 minutes) on i^{th} feeder for the month.	N_i =Total connected load at 11kV in licensees area of supply (1)	$=\sum(C_i \cdot N_i)$ for all 11kV feeders excluding agriculture feeders (2)	MAIFI=(2)/ (1)
	1					
	N					
	Total					

A19: ANNEXURE - III

19.1 The format for registering a complaint in the complaint office is shown as under:

Sl. No	Time & Date of receiving complaint	Name, Address, Contact no. of complainant	Nature of complaint	Complaint number	Reference Guaranteed standard	Time & Date of redressal of complaint	Total time taken for complaint redressal (in Hrs/mts)